

CONCORD RECREATION

2020 Kaleidoscope Kids Summer Program Parent Handbook



1276 Main Street Concord, MA

Camp Phone (978) 318-3045

Recreation Phone (978) 287-1050

www.concordrec.com



Thank you for registering with Concord Recreation this summer! We now are using Camp Doc to collect all of our required paperwork and information. This includes physical and immunization forms. After registering for Kaleidoscope Kids , we will inform Camp Doc of your registration. They will then create an account for you and send you an email. This email will contain information on how to access the site and enter your campers information. Please note you will not be able to access your Camp Doc profile until you receive an email directly from Camp Doc .

Because this process does not happen as soon as you register, it may take several days to receive the Camp Doc email. Profiles can transfer from year to year to make the camp required paperwork easier! There are numerous free applications for smartphones, like Genius Scan, that you can download to scan documents using your phone. Please contact Concord Recreation at 978-287-1050 if you have any questions regarding or while using the Camp Doc system.

ATTENTION

Kaleidoscope Kids CampDoc accounts do not merge information with Concord Rec Camp's accounts. Due to different licensing agencies, these programs are required to have separate accounts.

CONCORD RECREATION KALEIDOSCOPE KIDS
PARENT HANDBOOK
IMPORTANT INFORMATION

IMPORTANT!

Thank you for registering with Concord Recreation this summer! Concord Recreation operates a variety of summer programs for all ages. Information about camps can be found online at concordrec.com. Registration is online and deadline for registrations apply. For information about any of our summer programs or assistance with registration, please call Concord Rec at 978.287.1050.

If your child attending Kaleidoscope Kids has an allergy or chronic health condition, you must indicate that at registration AND email the director at ahill@concordma.gov. There are important policies and procedures that we must discuss to ensure that your child's needs are met at camp.

ATTENTION

Children registered for Concord Recreation's Kaleidoscope Kids summer program must complete required paperwork through the Camp Doc program. Parents are required to register with campdocs and complete their child's file to 100% completion. Kaleidoscope Kids campdoc account is different than the one for Concord Rec summer camps. Kaleidoscope Kids is licensed by EEC requiring a different account.

CONCORD RECREATION KALEIDOSCOPE KIDS PARENT HANDBOOK

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Dear Parents,

It's time to get in gear for another great year of Concord Recreation Summer Programs. Kaleidoscope Kids Summer Program is licensed by the Department of Early Education and Care (EEC) so our forms differ from those of other Concord Recreation Camps. We are **now** able to complete forms on Camp Doc. Our Camp Doc account is different than the one used by Concord Rec camps so, if you have a child in one of the camps, you will need to create a new account under our account. You will receive an email invitation to set up your account. The purpose of this packet is to give you some general information about the programs, and answer frequently asked questions.

Contact Information for both Camps:

Kaleidoscope Kids Director

Anita Stevanazzi-Hill

(W)978-345-3045

ahill@concordma.gov

Concord Recreation (for general questions about registration, billing etc.)

978-287-1050

KALEIDOSCOPE KIDS ORGANIZATIONAL CHART

Town Manager
Assistant Town Manager
Recreation Director
Assistant Recreation Director
Kaleidoscope Kids Director
Lead Counselor/ Lead Teachers
Counselors/Asst. Teachers

Please do the following things to help us:

- Read your ENTIRE Parent Handbook.
- Complete your daily health check of your child to bring to camp.
- If your child shows symptoms of COVID-19 or illness, keep them at home and report their absence.
- Call when your child will be absent **978-318-3045 or email absentee@concordma.gov**.
- Post Recreation phone numbers at home and at work.
- Label all belongings.
- Keep us informed about any problems, changes in health or routine, or anything that might affect your child while in our care.
- Drop off and pick up on time within the staggered time range.
- Registration for any camp week CLOSES the Wednesday prior by noon. Sign up early! P
- Payments are due in full the Wednesday prior to the camp week you are registered for.
- Withdrawal requests for a full refund are due by the Wednesday prior.
- NO child will be allowed to attend camp without 100% complete paperwork so please check your Camp-Docs account.

The deadline to complete online paperwork is 5 days prior to your child's start. NO child will be allowed to attend camp without completed paperwork, including medical documentation and medications (if required). We hope this packet will answer some of your questions and clear up any concerns. Looking forward to an exciting and fun summer!

TRANSPORTATION TO & FROM CAMP

Parents are responsible for transporting their children to and from our program.

PROGRAM HOURS

The Kaleidoscope Kids runs from 9:00AM-12:30PM.

CHILD TO STAFF RATIOS

Kaleidoscope Kids complies with, and more often exceed, ratios required by EEC (one staff person to 10 children). Our group size is currently limited to 10 children.

DROP OFF & PICK UP PROCEDURES

DROP OFF AT HARVEY WHEELER

- Drop Off time begins at 8:55 a.m. You must drop off your child at Harvey Wheeler, turn in your home screening form and pass our visual health screening.
- We ask that only one adult brings the child and picks up at the end of the day. When possible, the same adult.
- Please park in the Harvey Wheeler Community Center parking lot. Enter the playground through the gate closest to our building. Health screening will be at the door entering from the playground - the side entrance, off of the playground, located directly across from the Concord Children's Center Entrance.
- Adults are required to wear a mask at drop off. Children are encouraged to also wear a mask.

PICK UP AT HARVEY WHEELER

- Children will only be released to adults that have been listed on the child's authorized pick up form. To assure the safety of your child, **A PHOTO ID MAY BE REQUIRED AT PICK UP.** *Any additions to your authorized dismissal list must be given to us in writing.* These procedures are to guarantee the safety of your child.
- Pick up begins at 12:20 and all children should be picked up by 12:35. If we are not already on the playground, we will bring your child out to you. Please wait outside of the gate when we are on the playground.
- Adults are required to wear masks at pick-up.
- Only one adult should come to pick up their child. We prefer the same adult drop off and pick up when possible.

LATE PICK UP POLICY

We **require** that all children are picked up by 12:35 PM. We understand that some delays are unavoidable. For this reason, we do not charge a late fee the *first time* you are late if it is under 15 minutes. We hope that families are doing their best to get to the program on time and we expect that parents will plan extra time for traffic and other possible setbacks. Our staff must do additional cleaning and disinfecting at the end of the day so we ask that you be prompt.. *We also recommend that families have a back-up plan for unavoidable delays (perhaps another household member who can pick up your child by 12:35 PM).* A late

fee of \$15 is assessed for late pickups up to 15 minutes. An additional \$5 for every 5 minutes beyond 15 minutes will be charged. The Rec Department reserves the right to cancel registration for continued late pick ups.

CONTINGENCY PLANS & POLICIES

ABSENT CHILD POLICY

Each family is required to report their child's absence from our camps by either calling 978-318-3045 or emailing absentee@concordma.gov. If your child is absent due to COVID-19 symptoms, please report so.

RAINY DAY PROCEDURES

Kaleidoscope Kids will run rain or shine.

PARENT COMMUNICATION & VISITATION

PARENT/GUARDIAN VISTS

Under the Minimum Health and Safety Standards required by EEC, we may not have visitors to our program, including parents.

PARENT/GUARDIAN CONFERENCES

There are no scheduled parent conferences. If parents have any questions or concerns that need to be addressed they are encouraged to contact the Kaleidoscope and Preschool Adventures Director to coordinate a meeting at a mutually convenient time.

PARENT/GUARDIAN INPUT

We welcome comments and suggestions regarding your child's experience. Comments can be emailed to the Kaleidoscope Kids Director at ahill@concordma.gov

PARENT/GUARDIAN COMMUNICATION

Concord Recreation will communicate with parents via email, phone, and notes. If you have a preferred communication method, please let your the Kaleidoscope Kids Director know.

REQUIRED RECORDS

All information in the child's file is strictly confidential. Written consent must be obtained from the parents to share this information with anyone. Each child's file will contain the following:

1. Registration form
2. Emergency information
3. Health Records, **including proof of immunization**
4. Documentation of any injuries/medications
5. For children with asthma, allergies or chronic health conditions, an Individual Health Care Plan and Medication Consent must be on file.

WHAT TO WEAR

Our program philosophy supports active (and often messy) play. For this reason, we request that your child wear comfortable **play clothes to camp that you won't mind getting a little dirty with their bathing suits underneath**. Outdoor water play will be a component of our program. Concord Recreation is not responsible for clothing that is lost, damaged, or stained.

FOOTWEAR



Children will be participating in a variety of activities. Please assure that your child comes with a heel strapped, toe-covered shoes. Sneakers are the best choice. Please do not send your child with flip flops.

BATHING SUITS

Please send your child to camp with their bathing suit on under their clothing. Two piece bathing suits for girls making toileting easier. Children will also need a towel. **Both the towel and swimsuit should have their name clearly written on the tags in case they get misplaced.**

SUNSCREEN

Lather your child up with sunscreen before the start of the program day. As a half day program, a reapplication of sunscreen is not usually necessary. We suggest a 6 hour waterproof sunscreen for our program. Hats are also a good idea to keep kids safe from the hot sun.



SNACK

Please send your child with his or her own



snack. We will have a constant supply of water available. Snack is not provided due to the high number of allergies. Please note: **WE ARE A PEANUT AND NUT FREE PROGRAM**. Please do not send snacks containing nuts or peanuts.

Please send snacks that your child can easily open themselves, whenever possible.

Note: refrigeration is not available for snacks.

FOOD ALLERGIES

Kaleidoscope Kids **does not** allow peanut and nut products to come in snacks to camp. If your child is allergic to other foods, precautions will be taken to prevent exposure.

WATER BOTTLES

Please do not send a water bottle with your child. We will provide water for all children consistently throughout the

morning. *Please do not send your child with soda or juice.*

TOILETING PROCEDURES

All children will be accompanied to the bathroom by a program staff person. If a child has a toileting accident, they will not be punished or humiliated. Each child is treated with kindness and respect and is given assistance in changing his/her soiled clothing. Soiled clothing is doubled bagged in plastic bags and sent home to be washed.

LOST AND FOUND

We will maintain a lost and found. Please let us know if your child is missing anything. Each day, your child will be required to take home everything they arrived with. It's best to limit the number of items they have to transport with them to a snack, two mask and a towel. Please do not send toys to school with your child.

Once again, please label everything!



BEHAVIOR MANAGEMENT POLICY

All staff guide behavior by creating a trusting environment that promotes appropriate behavior. Time and effort is placed on anticipating behavior problems and creating an environment that helps avoid bad behaviors. Expectations are realistic and limits clearly explained and supported by the environment. Positive reinforcement is used to maintain appropriate behavior. When behavior problems occur, attempts are made to redirect the child to more appropriate behavior. Time is allowed for children to learn alternative behaviors and guidance is given in expressing emotions such as anger. No child is ever subject to physical punishment, psychological abuse, humiliation, or coercion for any reason (including toileting accidents). Staff does not use derogatory remarks or threats. We do not withhold or threaten to withhold food as a punishment, nor do we force a child to eat. No child will be deprived of outdoor time as a method of guiding behavior. Children will never be confined to a piece of equipment (chair, bench, etc.) in lieu of supervision or as a method of guiding behavior. All behavior guidance is adjusted to the individual needs and development of the child and is viewed as a learning experience, not as punishment.

The Kaleidoscope Kids Director is notified whenever a behavior becomes hard to manage and/or when a parent must be notified of the child's behavior in a formal manner.

TERMINATION AND SUSPENSION POLICY

Every effort will be made for each child to have a successful and fun experience at our program. However, there are times when a child's needs cannot be met. If a determination is made that our camp is not an appropriate setting for a child, a meeting between parents, counselors and the Director will be arranged. On rare occasions, in the case where a child presents a danger to him/herself and others, the child may be terminated or suspended without warning due to the severity of the behavior. If a child must be terminated or suspended from the program, parents will be contacted immediately and the reasons for suspension or termination will be given in writing. If the parent has chosen to terminate their child from the program for any reason, such as a move, the program must be informed, in writing, with the child's last day noted. The staff will make every effort to prepare the child in a manner consistent with his/her development. Termination or suspension from the program may also occur for non-payment of fees. Suspension can result if required paperwork and medication are not provided. Program refunds will not be granted.



RE-

REPORTING SUSPECTED ABUSE/NEGLECT POLICY

State law mandates that reports be filed of suspected abuse and/or neglect. Kaleidoscope Kids staff are mandated reporters. If a staff person suspects that a child is a victim of neglect and/or abuse, the procedure is as follows:

1. Suspected abuse must be reported to the Child Care Services Manager/Kaleidoscope Kids director immediately, with documentation.
 2. The Child Care Services Manager will consult with the health consultant or other appropriate professionals.
 3. The Child Care Services Manager will report the suspected case to the Department of Children and Families (DCF) pursuant to M. G. L. c199s 51A.
 4. The Child Care Services Manager will then notify the parents of the filing of a 51A pertaining to his/her child.
 5. If a staff member is suspected of abuse of a child in the program, that person will be suspended from duties directly involved with children until an investigation is complete and EEC requirements are met.
- If a 51A is filed against the program, the Child Care Services Manager will notify EEC immediately.

EMERGENCY PROCEDURES

Emergency telephone numbers are posted at each phone. If a child is injured, we follow this procedure:

1. If a child needs emergency medical attention, call for an ambulance –911. A teacher or the director must always accompany a child to the hospital (in the ambulance if allowed – otherwise following in their private vehicle). We bring the child's file with us as it contains pertinent medical information, including health insurance information and individual health plans (allergies, asthma, etc.). Concord ambulance transports to Emerson Hospital.
2. If poisoning is suspected, call poison control – 1-800-222-1222.
3. Contact the child's parent. If the parent cannot be reached, contact the emergency contact person.
4. Contact the child's pediatrician.
5. Contact EEC if required.
6. Complete an accident report for any injury.
7. A copy of the injury report must be placed in the child's file and given to the parents.
9. A copy of the injury report must be given to the director before the end of the school day.
9. **All injuries** must be logged on the injury log.
10. When on a field trip or off-site activity, the emergency bag for the class must be taken. This bag includes medical information, emergency contact information and individual health plans as well as a first aid bag containing bandages, gauze pads, rubber gloves, ice packs and antiseptic wipes. A fully charged cell phone goes on all trips. Steps 1-9 are followed on a field trip.

Note: staff are certified in Pediatric First Aid and CPR/AED.

MEDICATION ADMINISTRATION POLICY

If necessary to maintain the health of a child, we will administer medication if the following requirements are met:

1. No medication (prescription or non-prescription) will be administered without written authorization from the parents indicating that the medication is for the specified child.
2. Prescription and non-prescription medication must have a written order from the physician (which may be the label on the prescription) stating
 1. the name of the child
 2. name of the medication
 3. dosage
 4. number of times per day and the times
 5. number of days medication is to be administered
 6. how medication must be stored
3. Medication cannot be given contrary to the directions on the container without a written order from the child's physician.
4. Medications without clear instructions must have a written physician or pharmacist descriptive order.

5. Medication must be in the original container with the original label and labeled with the child's name. A dosage cup or other means of giving liquids must be provided if medication is in liquid form. The prescription label must be attached to the bottle, injector or inhaler, not the box. Non-prescription medication must be in the original container, with clear instructions for dosage.
6. An attempt to notify parents will be made prior to administering "as needed" medication, unless there is an urgent need or if a delay will affect appropriate care.
7. Child must receive the first dose of any medication at home (with the exception of emergency medication for life threatening illnesses (i.e. EPI pen, Insulin, etc.)
8. Teachers, lead teachers and directors trained in medication administration may administer medication meeting above requirements 1-4 following this procedure:

5 Rights of Medication Administration

1. Right child – be certain that the medication is given to the right child
2. Right Medication – the medication is labeled with the child's name as well as the name of the medication and that it is the one on the form.
3. The Right Route – the medication is given as prescribed (by mouth, etc)
4. The Right Dose – the dosage is checked for accuracy and an accurate means of measuring is used
5. The Right Time – double check the medication log to be sure that the medication is being given at the correct time and that the child has not yet received this dose of medication.
9. Educators will document all administrations in the child's medication log (in the child's file).
10. Educators will wash their hands before and after giving medication and will wear protective equipment when administering medication.
11. All medication will be stored properly, locked (except for EPI Pens and other emergency medication) and out of the reach of children, and returned to the parent at the end of the day (except for EPI Pens).
12. EPI Pens/Auvi-Q – auto-injectors must be provided by the parents if a child's allergy plan requires it. Two pens should be provided. The injectors will be carried in fanny packs worn by the teachers whenever the child is in attendance.





COVID-19 UPDATES

Kaleidoscope Kids has worked in collaboration with the local Board of Health and Town Manager's Office to develop policies and procedures that adhere to all CDC Guidelines and Department of Early Childhood Education and Care regulations. These policies and procedures will be updated as required.

STRATEGIES TO PREVENT TRANSMISSION

Kaleidoscope Kids will follow the following guidelines as set by Massachusetts Department of Early Education and care.

- ◇ The group will not exceed maximum group size of 10 children.
- ◇ The same staff members will be assigned to the group of children each day for the duration of the week and at all times while caring for children.
- ◇ Our building is restricted to staff only. Parents will drop off and pick up their children on the playground. Visitors will not be allowed.
- ◇ When our group is together, we will work on practicing physical distancing of 6 feet as much as possible. We've worked on developing games, curriculum ideas, and procedures that promote interaction while still keeping a distance. We also understand that this is a daunting expectation for young children but hope that preserving the interaction and cooperative play aspect in our activities will help make this easier.
- ◇ EEC is encouraging all children over the age of 2 years to wear masks. We are asking that every child bring two reusable masks with them every day. No child will be forced to wear a mask but we want them available as we encourage them to do so, especially if they must be closer than 6 feet to another friend. We are aware that some families are not comfortable with their child wearing a mask and others may want this to happen at all times. We're well aware that masks on young children might be a challenge and our expectations will be individualized for each child, with the goal of keeping children safe.
- ◇ Staff will wear masks whenever with children and other adults, especially when they must be closer than 6 ft. apart.
- ◇ We will clean and disinfect toys and materials between use by children and provide a rotating array of materials to facilitate cleaning.
- ◇ Children will be provided with a set of frequently used materials just for their use (markers, scissors, etc) Those will be disinfected daily.
- ◇ We may go on walking trips within the community (nature areas nearby) if safe distancing can be enforced. We will not go on field trips requiring transportation.
- ◇ Children's belongings will be stored in a manner where they do not touch. Individually labeled storage containers or cubbies/lockers will be used.

- ◇ Classroom spaces will be organized in a way that allows staff to enforce and maintain consistent physical distancing guidelines.
- ◇ Staff will continually educate campers on proper hygiene. Child-friendly signage and posters will be hung in classrooms, bathrooms and in common spaces. Frequent hand-washing and use of hand sanitizer will be scheduled.

HEALTH SCREENING

- ◇ Parents will be required to do a self-check at home before coming to our program and sign that they did so. A form to be turned in is at the end of the handbook. that you'll complete at home each morning and bring to the program with you to hand in. (We'll have extras if you forget).
- ◇ Once at camp, we'll do a visual and verbal screening of your child, to be certain they don't show signs of COVID-19. Any child who shows signs/symptoms will be asked to leave and consult with their primary care physician.

HEALTH AND ILLNESS INFORMATION

Illness During The Program Morning

All staff have CPR/First Aid certification. Should your child not feel well during our program, If a child is presents with COVID-19 symptoms, other signs of illness or is not feeling well enough to participate in group activities, he/she must remain at home. When a child becomes ill at camp, they will be immediately separated fro the group and you will be called to pick up ASAP. During that time, your child will be kept comfortable, away from others and will be under the supervision fo staff at all times. We realize that it is difficult for working parents to leave work for a sick child quick pick-up is expected. You may wish to develop a plan for caring for a sick child prior to needing it. Once your child is picked up, we ask that you consult with your primary care physician regarding your child's symptoms. If your PCP determines that the symptoms are not COVID related, we will consult with the local Board of health and the public health nurse to determine when your child can return to our program.

If Your Child Is COVID-19 Positive

Please notify us if your child is COVID-19 positive. We will notify the local BOH, the Department of Early Education and Care and all families and staff. Identification will be kept confidential when notifying families. Your family/child will be instructed by the BOH about time away from the program. Kaleidoscope Kids will follow BOH reuirments for program operation based on exposure.

Exposure To Someone Who is COVID-19 Positive

If your child has been exposed to someone who is COVID positive, please report that on your daily screening form. Current requirements are that your child must self quarantine for 14 days before returning to the program.

Common Illness Policies

- ◇ **Coughs/Colds:** Children with colds and coughs may not attend camp until they are cough/cold free for 72 hours.
- ◇ **Fever:** A child with a fever over 100 degrees should remain at home until the fever has been absent for 48 hours.
- ◇ **Ear Infections:** A child may attend camp as long as he/she is not experiencing great discomfort or fever. Child must be fever free for 48 hours.
- ◇ **Strep:** A child with a sore throat and a fever together should have a throat culture. The child should remain at home until he/she receives a negative culture, or has been on antibiotics for 24 hours.
- ◇ **Rash:** Please notify your child's counselor if your child has an existing rash when he/she comes to camp. The nurse will call the parents if a rash appears suddenly, spreads quickly, or is accompanied by other symptoms.
- ◇ **Vomiting:** A vomiting child must remain at home for 48 hours or until he/she can tolerate a normal diet. *You must notify us if your child has been vomiting.*
- ◇ **Diarrhea:** A child with diarrhea must remain at home until free of diarrhea for 48 hours. *You must notify us if your child has diarrhea.*
- ◇ **Chicken Pox:** A child must remain at home one week after the rash appears or until all of the blisters have crusted over and dried.
- ◇ **Impetigo:** A child must stay at home until he/she has been on medication for 24 hours.
- ◇ **Conjunctivitis:** A child with conjunctivitis may return to the program the day after treatment has begun. If your health care provider chooses not to prescribe medication, you must bring a note from him/her stating that your child does not present a health threat to others. Note from the doctor will be required regarding the status of swimming for your child.
- ◇ **Head Lice:** If your child has head lice they may not come to our program. The policy is that child must be lice and nit free in order to be at Kaleidoscope Kids. If lice or nits have been found in your child's head while at camp, as with any contagious disease, they will be isolated and sent home immediately. A child may return to the program after treatment and removal of nits. Upon return, child must first be inspected by the staff who will determine if they can return to camp.



CALLING

Should your child have symptoms of illness or not feel well enough to participate in our program, please contact the pro-

gram as soon as possible.

If your child will be staying home due to an illness, please call the program at 978-318-3045 or email at absentee@concordma.gov



REQUIRED IMMUN-

Written documenta-
munization in accord-
most current Depart-
ment OF Pub-
lic Health immunization schedules developed pursuant to rec-
ommendations of the Centers for Disease Control and Preven-
tion and the Department of Early Education and Care shall be
required for all children and staff. Physical Examination or
Immunization Exemptions may be made for several reasons
including religion. If you are looking for an exemption, please
contact us at 978-318-3045.

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ance with the
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lic Health

REVISING POLICIES

Please Note: Health and Illness Policies may change as the local Board of Health, the Department of Early Education and Care and the Centers for Disease Control revise their regulations, recommendations and requirements. Parents will be notified of changes as they occur.

PARENT NOTIFICATIONS

Whenever a family must be notified of a change of policy, an exposure to illness or any other notification, such notification will be via the email address provided in our MyRec registration system and on in the child's CampDoc file. If a child is ill or has been exposed to someone who is COVID positive, notification will also be made by telephone to the phone numbers provided in CampDoc (for the child's file).

CAMP DATES

| | |
|---------------|-----------------|
| Week 1 | June 29 -July 2 |
| Week 2 | July 6—July 10 |
| | |

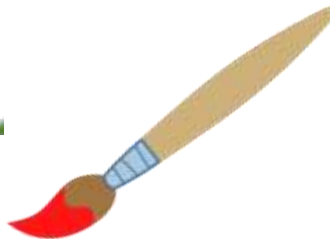
| | |
|---------------|------------------|
| Week 3 | July 13—July 17 |
| Week 4 | July 20– July 24 |
| Week 5 | July 27 —July 31 |

| | |
|---------------|----------------------|
| Week 6 | August 3 - August 7 |
| Week 7 | August 10– August 14 |
| | |

Kaleidoscope Kids is in session from 9:00 AM-12:30 PM on Monday, Tuesday, Wednesday, Thursday and Friday. Drop-off begins at 8:55 AM and Pick-up begins at 12:20 PM. Our daily schedule includes indoor and outdoor games, group time, planned activities around our theme, snack and stories. Planned activities include arts and crafts, science activities, music and movement.

Field Trips

When time in our schedule allows, we may take walking field trips within the West Concord/Concord Community. Efforts will be made to notify parents in advance but permission to participate in walking trips is included as part of your child's file.



Kaleidoscope Kids Daily Self Health Check

Date (required) :

In the past 24 hours, has your child or any household members had any of the following (please circle answer):

| | | |
|---|-----|----|
| Fever (temperature of 100° or above), felt feverish or had chills? | Yes | No |
| Cough | Yes | No |
| Sore Throat | Yes | No |
| Difficulty Breathing | Yes | No |
| Diarrhea | Yes | No |
| Nausea | Yes | No |
| Vomiting | Yes | No |
| Fatigue (alone does not require exclusion) | Yes | No |
| Headache | Yes | No |
| New loss of taste/smell | Yes | No |
| New muscle aches | Yes | No |
| Any other sign of illness | Yes | No |

Signature _____ Date _____